

Contract/Purchase Order Systems Policy - 2.2.P (12/15/99)

[Last Update: \(12/15/99\) BDenman:dal - 2.2.P.0](#)

[Background - 2.2.P.1](#)

[Policy - 2.2.P.2](#)

[Guideline - 2.2.G](#)

Last Update: (12/15/99) BDenman:dal - 2.2.P.0

This policy has been reformatted for placement on Sandia's External Web site.

Background - 2.2.P.1

This policy addresses the Sandia Contract and Purchase Order Systems.

The Contract System is normally used for procurements that cannot be placed under the Purchase Order System, with the exception of Consultant Agreements (see Policy and Guideline 5.6.G.).

The Purchase Order (PO) System is the basic method used to buy supplies and nonpersonal Services from commercial sources for \$100,000 or less.

Policy - 2.2.P.2


It is SNL's policy to utilize the Contract System for procurements that exceed \$100,000 and the SCR determines the need for a:


- Cover Page
- Section I,
- Sandia Standard Section II Terms and Conditions, or
- Working Agreement.

The SCR may utilize the Contract System for procurements of \$100,000 or less if it is deemed appropriate.

SNL's policy is to use the Purchase Order System to place orders which have a value of \$100,000 or less. The M&O small purchasing ceiling was increased per Acquisition Letter 94-10.

Send feedback on ideas and information on this page to the Process Expert, Bertie Denman.

{PRIVATE "TYPE=PICT;ALT=[mailto:]"}  [Bertie Denman](#)

{PRIVATE "TYPE=PICT;ALT=[Mail to:]"}  [Frank Lujan III](#)
